



CITY OF WICHITA FALLS REQUEST FOR QUALIFICATION

RFQ # 03-17

ARCHITECTURAL & ENGINEERING SERVICES Memorial Auditorium Facility Restoration Feasibility Evaluation

PROPOSAL DUE DATE: MARCH 24, 2017 – 5:00PM

REQUEST FOR ADDITIONAL INFORMATION: MARCH 8, 2017 – 2:00PM

ADDENDUM ISSUED: MARCH 14, 2017

From:
CITY OF WICHITA FALLS
PURCHASING AGENT'S OFFICE
1300 Seventh Street, Room 113
Wichita Falls, Texas 76301
(940) 761-7466

Invitation and Notice to Applicants

The City of Wichita Falls, TX is seeking qualification proposals from professional architectural and engineering firms (here-in referred to as AE) for the consultation, design, engineering and prepare drawing, specification and restoration of the existing Memorial Auditorium (here-in referred to as Auditorium). It is the City's intention to select a single architectural/engineering firm for this project.

Submittals shall be delivered to the City of Wichita Falls Office of the Purchasing Agent no later than **5:00 p.m. CST on MARCH 24, 2017**, at Memorial Auditorium, 1300 7th Street, Room 113, Wichita Falls, Texas 76301. Submissions shall be marked as RFQ # 03-17 ARCHITECTURAL AND ENGINEERING SERVICES FOR MEMORIAL AUDITORIUM FACILITY RESTORATION FEASIBILITY STUDY.

Submissions received after this date and time will not be accepted and will be returned unopened, to the vendor. The City is not responsible for lateness of mail, carrier, etc., and time/date stamp in the Purchasing Office shall be the official time of receipt.

Status of Memorial Auditorium

The building constructed in 1927 is of very substantial construction with reinforced cast-in-place concrete for the primary support structure. There are reinforced concrete columns and floor beams, and structural concrete slabs for the upper level floors. The lower level floors are slab-on-grade construction. The foundation system for the building is a relatively shallow spread footing system.

In 1964 a major renovation to the building was performed which included the addition of lower level offices at the front of the building. A key issue with the construction is that the front portion of the building is constructed on a steep hillside, while the rear two-thirds of the building is at a lower level on different soil conditions. The floor slabs for parts of the first and second floor levels adjacent to the hill are actually constructed below the native grade level.

The Auditorium has experienced significant foundation movement over the last decade that appeared to be accelerated through the latest drought. The City contracted with GTO Engineering Services, INC to perform a Structural Distress and Geotechnical Investigation. The results of this investigation identified two basic and separate problems of ongoing foundation movement that are causing structural distress.

1. Settlement of Spread Footings - The most significant problem which truly affects the overall structural integrity of the building is ongoing settlement of the shallow spread footings which support this massive multi-story reinforced concrete building structure.
2. Slab-on-Grade Movements - The other problem is ongoing differential movement of the lower level slab-on-grade floors which were constructed in 1964 as an addition to the building. These slabs are constructed on expansive soils and exhibit significant movements with moisture changes in the soil.

The cost of stabilization and structural refurbishment provided by GTO is in excess of \$3 million. This estimate only addresses the structural needs of the Auditorium. It is the City's desire to contract with an AE to evaluate the Auditorium as a whole to include but not limited to: structural, electrical, mechanical, HVAC, plumbing, abatement, ADA compliance and any other areas needed to renovate the Auditorium for occupancy for the next 25 years.

The City would also like to evaluate options of renovation of the Auditorium versus building a new facility and/or providing a partial renovation of the Auditorium with a new facility.

Summary of Services to be Performed

The AE shall provide full discipline architectural and engineering services required for the project. These disciplines may be available by direct hire staff or through sub-contract services of specialty engineering consultant firms. Either method is acceptable provided the services are provided by qualified professionals within their respective field of expertise and satisfactory relationship between the AE and the specialty professional can be proven by previous successfully completed engagements.

Auditorium Restoration

Develop plans for a full interior and exterior restoration of structural, electrical, mechanical, HVAC, plumbing, including any necessary abatement, tuck-pointing, and any exterior finishing's. Code compliance for structural, mechanical, electrical, plumbing, life safety, and accessibility improvements will be carefully integrated to the greatest extent possible in order to preserve the historical integrity of the building. Plans for all exterior modification will have to be submitted and approved by the City of Wichita Falls Landmark Commission. Construction phases must be considered to minimize disruption to City business operations.

It is expected that the AE shall assist the City in moving forward with the recommended renovation, partial renovation and/or new construction.

All services performed by the AE shall be coordinated with the City of Wichita Falls designated Project Manager. Transmittal of all documents shall be directed to the Project Manager for review. The Project Manager will forward to the respective responsible party within the City. All responses from the City to the AE will be through the Project Manager.

The Project of Contact for the City of Wichita Falls shall be:

Blake Jurecek
1300 7th Street
Wichita Falls, Texas, 76301
Phone: (940) 761-7440
Email: blake.jurecek@wichitafallstx.gov

Request for Additional Information

Request for clarification or additional information must be submitted in writing to the persons indicated below no later than **2:00 PM CST on MARCH 8, 2017**.

Jennifer Babineaux, Purchasing Agent
City of Wichita Falls
P.O. Box 1431
1300 7th Street
Wichita Falls, Texas 76307
Phone: (940) 761-7466
Fax: (940) 761-7688
E-mail: jennifer.babineaux@wichitafallstx.gov

Additional Information and Addenda

Proposal documents may be obtained by visiting the City's web site: wichitafallstx.gov and selecting the Online Services Icon.

Vendors can:

- Register to receive e-mail and text notifications of upcoming bids/proposals
- View and print specifications on current bids/proposals
- Receive addenda and additional information on current bids/proposals
- View bid tabulations and results on closed bids.

It is imperative that Vendors (contractors) register on the City's website. The City no longer mails bid/proposal specifications or addenda.

1. No information which is obtained other than through written agenda to this RFQ shall be binding on the City of Wichita Falls. No employee of the City of Wichita Falls or its designees is authorized to interpret any portion of this RFQ or give information as to the requirements of the RFQ in addition to that contained in, or amended to, this written RFQ document. Interpretations of the RFQ or additional information as to its requirements, where necessary, shall be communicated to vendors by written addenda issued by the Purchasing Agent via the City website.
2. Receipt of addenda must be acknowledged in AE's submission.

Evaluation Criteria for Statement of Qualifications

Qualifications shall be evaluated on the ability to meet the requirements and to provide the most qualified team to the City of Wichita Falls. Each qualification shall be evaluated by assigning points to each of the items listed below. Submission must include six (6) copies of each bound in an 8 ½ x 11 format binder with no sheets larger than 11 x 17 (fold-out). The AE firms will not be reimbursed for any expenses to submit these documents.

Proposals will be evaluated with the following weighting systems:

- 40% - Successful completion of projects with similar complexity in historic renovations.
- 30% - Overall team approach towards the provision of Comprehensive Architectural/Engineering, and Construction Contract Administrative services as required by this RFQ.
- 30% - Past performance in terms of quality work and compliance with performance schedules. Team should highlight particular areas of expertise.

All responses shall include:

- Letter of Interest, including a statement that the team has the manpower and time to complete the project within a reasonable timeframe.
- Company history, including the Federal Employer Identification Number
- Organizational chart, including any subcontractors, consultants, and their qualifications.
- List of related or similar type projects and well as the approach to be taken for this project. Provide references' contact information.
- Principals in charge of this project.
- Resumes and profiles of principals and key people to be assigned to or involved in this project, demonstrating technical competence and experience.
- Provide credentials and certifications of everyone who will be working on the project, including any sub consultants.

Governmental Function Clause

All parties agree that this RFQ is one wherein the City of Wichita Falls is solely performing a governmental function. All parties expressly agree that the City is not engaging in any propriety functions.

Contractual Damages Limitation Clause

All parties agree that damages in this RFQ are limited only to those authorized under Texas Local Government Code Section 271.153. Specifically, the City is not liable for consequential damages or exemplary damages.

NOTICE TO BIDDERS

Effective January 1, 2016, Texas Government Code Section 2252.908 requires persons who enter into contract with a government entity to submit a disclosure of interested parties (**Form 1295**) to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency.

Use the following link to access filing instructions:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm